

**Buffalo Trace
District Early Intervention Committee
May 19, 2005**

The District Early Intervention Committee met at the Buffalo Trace Commonwealth Center May 19, 2005. Eight members were present. **Members present** Kelly Case, Sandi Penrod, Sue Hill, Lorna Kay Sapp, Dorothy Gibbs, Jane Fay, Shelia Bess, and Melisa Cantrell

Melisa Cantrell, DEIC Chairperson welcomed the group. Two corrections were brought to the attention of the group. The opening sentence of the minutes should have read DEIC, District Early Intervention Committee, and the Hawaii Early Learning Profile should have been followed by a /and the word assessment. The two corrections were made to the minutes of the March meeting.

Kelly Case requested that the number of referrals and number of Public Relations Activities be included in the minutes each month. Minutes were approved as corrected.

Kelly distributed copies of her report revealing 6 referrals for March, and 6 referrals for April. She explained that children entering the program at the end of each month may show as pending.

Melisa Cantrell expressed regret that the Health Department will no longer be providing services, and Sandi Penrod will no longer serve as a PSC. She expressed our appreciation to Sandi for her past involvement with the council.

Kelly Case acknowledged a need for Primary Service Coordinators since Sheila Bess and Melisa Cantrell are the only two serving our area in that capacity. Sheila then informed the group of her plans to start an agency to bring in PT, OT, and Speech therapists to our area. Kelly told about provider updates: Building Blocks have a primary evaluator available. Kelly also told about PR work with Healthy Start.

Jane Fay then gave the Staff Report. She noted that the Northern Ky. Region will be highlighted at the ICC Meeting in Frankfort on November 10th. She stated that North Key will be holding the technical assistance grant.

Jane complimented the Buffalo Trace Transition Committee for an excellent job, and announced they will meet once more before Nov. 15th. The group discussed presenting a letter to parents (who refuse services) emphasizing the importance of the program and all the things they are missing. Sue Hill volunteered to work on this project and email this work to the Chair.

Jane also discussed the non identifying list from First Steps, which PSCs, must present to her at their quarterly meetings. This list identifies the number of children each county school may have referred to them.

Jane Fay encouraged each council member to express to Dr. Davis a desire to have a person who has Early Intervention Experience,(preferably with First Steps) to replace Germaine O'Connell, who is retiring in August.

The next item of business was the budget. Lorna Kaye Sapp presented the information on the purchase of the new computer. Jane Fay is to acquire the check for \$500.00 to be mailed to Comprehend, Inc. for one-half of the purchase price. This was voted on and passed at the April meeting. The purchase needs to be finalized before the end of the fiscal year which is June 30th.

Committee unanimously decided to reelect Melisa Cantrell to serve another year term as Chair.

Family Fun Day will be discussed at the July 21st meeting.

Sue Hill, Preschool and Special Education Director, from Lewis County, will be retiring as of July 1st. The council expressed congratulations on retirement, and thanked her for her past contributions to the council.

Sandi Penrod made the motion to adjourn, and Sue Hill seconded the motion.

Lorna Kaye Sapp